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Approved For Release 2003/08/04 : CIA-RDP78-06180A000200040027-3

Chairman, Medical Staff Career Service Board

5 December 1958

Chairman, Medical Technicians and Administrative Panel

Promotion Procedure for SD:SM Personnel

RE: : Memorandum from the Executive Secretary, Medical Staff Career Service Board dated 19 November 1958.

1. The Medical Technicians and Administrative Panel was requested, per the above referenced memorandum, to express its views on the current procedure for considering the promotion of SD:SM personnel.

2. It was the opinion of the Panel that in order to present a sound and realistic view, the following action was indicated:

a. A detailed study of the CIA Guide for Competitive Evaluation Panels [ ] and the CIA Competitive Promotion regulation [ ].

b. Discussions with technicians and administrative personnel of the Medical Staff to solicit their views on this subject.

c. Discussions with members of the Medical Staff Competitive Promotion Evaluation Panel, particularly Mr. [ ] for the purpose of edifying the Panel in Medical Staff promotion procedures.

d. A survey of component competitive promotion programs within the DDCI, DDC, and DDP complexes in order to arrive at a basis for analogy of the Medical Staff competitive promotion program.

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e. The above indicated action has been completed. It is worthy of note, in the opinion of the Panel, that of the other CIA components competitive promotion programs studied, many were found to be still in the formative stages, and the majority of CIA components were well behind the Medical Staff in the refinement of their programs.

f. It is the sincere opinion of this Panel, based on results of the above action, that:

a. The Medical Staff Competitive Promotion Program is equal to and in most instances superior to other promotion programs currently in use elsewhere in CIA.

b. The present Medical Staff promotion program is being implemented on a fair and realistic basis.

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5. The Panel respectfully recommends, in view of the above, that no change in procedures be contemplated, at this time in the implementation of the Medical Staff Competitive Promotion Program. It is, however, recommended that the Medical Staff Personnel Officer initiate an edification project of all medical technical and administrative personnel concerning the policies and procedures of the Competitive Promotion Program. The Panel found, during discussions with Medical Staff personnel, that the majority possessed little if any knowledge about policy or procedure ramifications of this program that is so vital to their career development.

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[Redacted]  
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**Chairman**

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